

ADDENDUM #1 SEE CHANGES ON SECTION 2.2.4, PRICING PAGE, AND ADDITIONAL PRE-PROPOSAL QUESTIONS & ANSWERS



NOTICE OF SOLICITATION

SERIAL 06066-RFP

REQUEST FOR PROPOSAL FOR: EVALUATION OF MARICOPA COUNTY CRIME PREVENTION PROGRAMS

Notice is hereby given sealed proposals will be received by the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, until **2:00 P.M.** Arizona Time on **JULY 28, 2006** for the furnishing of the following for Maricopa County Proposals will be opened by the Materials Management Director (or designated representative) at an open, public meeting at the above time and place.

All Proposals must be signed, sealed and addressed to the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, and marked "SERIAL 06066-RFP REQUEST FOR PROPOSAL FOR EVALUATION OF MARICOPA COUNTY CRIME PREVENTION PROGRAMS."

The Maricopa County Procurement Code ("The Code") governs this procurement and is incorporated by this reference. Any protest concerning this Request for Proposal must be filed with the Procurement Officer in accordance with Section MC1-905 of the Code.

ALL ADMINISTRATIVE INFORMATION CONCERNING THIS REQUEST FOR PROPOSAL AND THE CONTRACTUAL TERMS AND CONDITIONS CAN BE LOCATED AT <http://www.maricopa.gov/materials>. ANY ADDENDA TO THIS REQUEST FOR PROPOSAL WILL BE POSTED ON THE MARICOPA COUNTY MATERIALS MANAGEMENT WEB SITE UNDER THE SOLICITATION SERIAL NUMBER.

PROPOSAL ENVELOPES WITH INSUFFICIENT POSTAGE WILL NOT BE ACCEPTED BY THE MARICOPA COUNTY MATERIALS MANAGEMENT CENTER

DIRECT ALL INQUIRIES TO:

**DAVE LAFOND,
PROCUREMENT OFFICER
TELEPHONE: (602) 506-3248**

THERE WILL BE A MANDATORY PRE-PROPOSAL CONFERENCE ON JULY 7, 2006, at 9:00 A.M., ARIZONA TIME AT THE MARICOPA COUNTY MATERIALS MANAGEMENT DEPARTMENT, 320 WEST LINCOLN STREET, PHOENIX, ARIZONA 85003.

NOTE: MARICOPA COUNTY PUBLISHES ITS SOLICITATIONS ONLINE AND THEY ARE AVAILABLE FOR VIEWING AND/OR DOWNLOADING AT THE FOLLOWING INTERNET ADDRESS:

<http://www.maricopa.gov/materials/advbd/advbd.asp>

VENDORS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WITH THEIR BID

Signature:

Date:

TABLE OF CONTENTS

NOTICE

TABLE OF CONTENTS

NO RESPONSE DOCUMENT

M/WSBE CONTRACT PARTICIPATION

SECTION:

1.0 INTENT

2.0 SCOPE OF WORK

3.0 SPECIAL TERMS & CONDITIONS

ATTACHMENTS:

ATTACHMENT A – PRICING

ATTACHMENT B – AGREEMENT/SIGNATURE PAGE

ATTACHMENT C – REFERENCES

EXHIBITS:

EXHIBIT 1 – VENDOR REGISTRATION PROCEDURES

EXHIBIT 2 – LETTER OF TRANSMITTAL SAMPLE

NO RESPONSE

Respondents not responding to this Request for Proposal are asked to complete this document and return it to Maricopa County Materials Management Department, 320 West Lincoln Street, Phoenix, Arizona 85003-2494 or fax to (602) 258-1573.

MARK OUTSIDE ENVELOPE "SERIAL 06066 -RFP"

Responses must be received **BY 2:00 P.M., JULY 28, 2006**. Respondents failing to submit a proposal, or this document, may be subject to removal from the Maricopa County Materials Management Contractor List.

SERIAL: 06066-RFP

TITLE: EVALUATION OF MARICOPA COUNTY CRIME
PREVENTION PROGRAMS

RESPONDENT NAME: _____

ADDRESS: _____

PHONE: _____ CONTACT: _____

REASON FOR NOT SUBMITTING A PROPOSAL:

_____ Insufficient time
_____ Do not handle product/service
_____ Other: _____

IMPORTANT

PLEASE READ BEFORE SUBMITTING YOUR PROPOSAL

M/WSBE CONTRACT PARTICIPATION

An M/WSBE goal has not been established for this solicitation.

The Materials Management Department of Maricopa County will endeavor to ensure in every possible way that Minority and Women-owned Small Business firms shall have every opportunity to participate in providing professional services, materials, and contractual services to the Materials Management Department of Maricopa County without being discriminated against on the grounds of race, religion, sex, age or national origin. The Maricopa County Minority Business Program, effective January 1, 1992, is incorporated by reference.

REQUEST FOR PROPOSAL FOR: EVALUATION OF MARICOPA COUNTY CRIME PREVENTION PROGRAMS

1.0 INTENT:

Maricopa County intends to enter into a contract with a qualified professional or agency capable of providing an in-depth, comprehensive, and organized evaluation of crime prevention programs through the Maricopa County Crime Prevention Grants. These programs address various risk factors for youth through evidence-based crime prevention strategies supported by empirical data, incorporating national best-practices. These programs will support or compliment the Maricopa County Board of Supervisor's Strategic Plan adopted in 2005. The first priority reads, in part, to "Ensure Safe Communities" through the reduction of property and violent crime rates.

2.0 SCOPE OF WORK:

2.1 CONTRACTOR RESPONSIBILITIES:

Contractor shall provide all labor, materials, transportation, facilities and manpower to provide services described by this solicitation.

2.1.1 Crime Prevention Programs Defined.

2.1.1.1 The first program is through the City of Phoenix Parks and Recreation Department. The Young First Offender Program will target 500 youth, ages six (6) to twelve (12) who have committed their first status or misdemeanor offense by offering a three-pronged approach: 1) A three-hour diversion class attended by the youth and their parents/guardians; 2) Supportive case management; 3) A six-hour community service project. This program is a re-design of two (2) previously existing programs (AIM/STRIVE and Young First Offender) that lost Local Law Enforcement Block Grant funding in October 2005. The two (2) programs were reviewed by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and the Annie E. Casey Foundation as possible best-practices.

2.1.1.2 The second program is also through the City of Phoenix Parks and Recreation Department. Project BRAVE (Bringing Reality About Violence Education) targets 1,500 students at Marc T. Atkinson Middle School and the Bostrom Alternative Center through curriculum that includes Choice and Consequences, Self Esteem, Bullies and Victims, Dating Violence, Anger Management, Conflict Resolution, Appreciating Diversity, Substance Abuse, Suicide and Self Injury, Eating Disorders, and Gang Violence. The program is based on the Resolving Conflict Creatively Program which has been designated a best-practice social cognitive model by the National Center for Injury Prevention and Control, a division of the Center for Disease Control.

2.1.1.3 The third program is through the City of Mesa Police Department, with PREHAB being the lead for program implementation. The At Risk Kids (ARK) Program targets 1,500 youth between the ages of eight (8) and seventeen (17) and their families through the provision of counseling, education, and crisis intervention services. The program is based on the San Diego County Breaking Cycles Program, identified as evidence-based on the OJJDP website.

2.1.2 Provide Assistance to Grantees.

2.1.2.1 Assist Grantees to establish appropriate measures, consistent with the County's Managing for Results (MfR) performance-based budgeting initiative. These performance measures must include the following: 1) Results (the impact or benefit that customers get because they received the department's services); 2) Outputs (the amount of service provided or number of units produced or

processed); 3) Demand (the number of total units of service or product anticipated to be demanded or needed by the customer); and 4) Efficiency (average Activity cost per Output or Result). Additional performance measures may be developed, including the following: 1) Inputs (the amount of resources needed to provide particular products or services); 2) Outcomes (whether services are meeting proposed targets); and 3) Quality (the effectiveness in meeting the expectations of customers and stakeholders).

2.1.2.2 Assist Grantees to gather data to support established measurements.

2.1.3 Evaluate Funded Crime Prevention Programs.

2.1.3.1 Determine the fidelity of the program by evaluating if the evidence-based program was implemented correctly.

2.1.3.2 Determine if the program impacted the targeted population with the risk factors identified in the application and if the proposed number of participants was served.

2.1.3.3 Determine how many participants successfully completed the program.

2.1.3.4 Determine the outcomes for participants compared to a comparison group (i.e. reduction of risk factors, percentage of new arrests).

2.1.3.5 Provide information establishing if Grantees' Programs are successful in reducing referrals to Juvenile Probation.

2.1.3.6 Utilize other appropriate evaluation measurements to establish the effectiveness of Grantees' Programs, including any information regarding reduction of property and/or violent crime rates if possible.

2.1.4 Progress Reports.

2.1.4.1 The initial progress report for each awarded program is due 60 days after contract term begins and shall include a detailed overview of each program identifying data that will be gathered as measurements to establish its impact on crime.

2.1.4.2 Submit five (5) subsequent progress reports (due every 60 days) which shall include at a minimum, review of each program's progress, number of clients, updates on any measurable results, and any issues that may impact measurements.

2.1.5 Draft Final Report.

The draft final report shall be submitted within thirty (30) days after the end of the initial contract period and shall include preliminary information about each program's results, including:

2.1.5.1 Measurements of referrals to Juvenile Probation;

2.1.5.2 Measurements of crime rates, particularly property and violent crime rates;

2.1.5.3 Recommendations of other evidence-based crime prevention programs in which the County may invest;

2.1.5.4 Performance measures associated with recommendations in accordance with Maricopa County's Managing for Results (MFR) Program, including outcomes, quality, efficiency, outputs and input;

2.1.5.5 A cost/benefit analysis of continuing to fund programs through the Maricopa County Crime Prevention Grant.

2.1.6 Final Report.

The Final Report shall be delivered within sixty (60) days after the end of the initial contract period and shall include complete information about each program's results, including:

2.1.6.1 Measurements of referrals to Juvenile Probation;

2.1.6.2 Measurements of crime rates, particularly property and violent crime rates;

2.1.6.3 Recommendations of other evidence-based crime prevention programs in which the County may invest;

2.1.6.4 Performance measures associated with recommendations in accordance with Maricopa County's Managing for Results (MFR) Program, including outcomes, quality, efficiency, outputs and input;

2.1.6.5 A cost/benefit analysis of continuing to fund programs through the Maricopa County Crime Prevention Grant.

2.1.6.6 Provide recommendations as to which funded programs should be offered continued funding, based on evaluations of Grantees' Programs.

2.1.6.7 Provide recommendations on improvements to the Maricopa County Crime Prevention Grant Program

2.1.6.8 In the event funding for the Maricopa County Crime Prevention Grants is extended or expanded, provide recommendations on other effective Crime Prevention Programs in which the County may wish to encourage investment.

2.2 PROGRESS PAYMENTS:

Progress payments will be made upon the County's acceptance of progress, draft final and final reports. Payments will be percentages of the total Contract amount and will be made as follows:

2.2.1 Initial Progress Report: 15%

2.2.2 Subsequent Progress Reports: 5% each

2.2.3 Draft Final Report: 25%

2.2.4 Final Report: ~~30~~ 35%

2.3 DELIVERY OF SERVICES:

2.3.1 It shall be the Contractor's responsibility to meet the agreed-upon progress, draft final and final report delivery requirements. Maricopa County reserves the right to obtain services on the open market in the event the Contractor fails to make delivery and any price differential will be charged against the Contractor.

2.3.2 Deliverables will be considered complete and satisfactory after they have been reviewed and approved for content and format, in writing by the project manager. The format for reports will include a short introduction, an abstract statement, a report on each of the items and a summary of the report findings.

2.4 ACCEPTANCE:

Each report will be provided the project manager for review and approval. Upon approval of each report, Contractor will work toward completing the next report. Upon successful completion of all reports, the Contract shall be deemed to be completed.

2.5 INVOICES AND PAYMENTS:

2.5.1 The Contractor shall submit two (2) legible copies of their detailed invoice before payment can be made. At a minimum, the invoice must provide the following information:

- 2.5.1.1 Company name, address and contact
- 2.5.1.2 County bill-to name and contact information
- 2.5.1.3 Contract Serial Number
- 2.5.1.4 County purchase order number
- 2.5.1.5 Invoice number and date
- 2.5.1.6 Payment terms
- 2.5.1.7 Date of service or delivery
- 2.5.1.8 Quantity (number of reports delivered)
- 2.5.1.9 Contract Item number(s)
- 2.5.1.10 Description of Services Provided
- 2.5.1.11 Pricing per unit of purchase
- 2.5.1.12 Extended price
- 2.5.1.13 Total Amount Due

Problems regarding billing or invoicing shall be directed to the using agency as listed on the Purchase Order.

2.5.2 Payment will be made to the Contractor by Accounts Payable through the Maricopa County Vendor Express Payment Program. This is an Electronic Funds Transfer (EFT) process. After Award the Contractor shall fill out an EFT Enrollment form (to be provided by the Procurement Officer) or as located on the County Department of Finance Website as a fillable PDF document (www.maricopa.gov/finance/).

2.5.3 EFT payments to the routing and account numbers designated by the Contractor will include the details on the specific invoices that the payment covers. The Contractor is required to discuss remittance delivery capabilities with their designated financial institution for access to those details.

2.6 TAX:

No tax shall be levied against labor. It is the responsibility of the Contractor to determine any and all taxes and include the same in proposal price.

3.0 SPECIAL TERMS & CONDITIONS:

3.1 CONTRACT TERM:

This Request for Proposal is intended to award a firm, fixed-price purchasing contract to cover a one (1) year period.

3.2 OPTION TO EXTEND:

The County may, at their option and with the approval of the Contractor, extend the period of this Contract up to a maximum of two (2) additional, one (1) year options, (or at the County's sole discretion, extend the contract on a month-to-month bases for a maximum of six (6) months after expiration). The Contractor shall be notified in writing by the Materials Management Department

of the County's intention to extend the Contract period at least thirty (30) calendar days prior to the expiration of the original contract period.

3.3 PRICE ADJUSTMENTS:

Any requests for reasonable price adjustments must be submitted sixty (60) days prior to the Contract expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted price terms, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the (Consumer Price Index) or by performing a market survey.

3.4 INDEMNIFICATION:

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions or mistakes relating to the performance of this Contract. Contractor's duty to defend, indemnify and hold harmless County, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property, including loss of use resulting there from, caused by any negligent acts, errors, omissions or mistakes in the performance of this Contract including any person for whose acts, errors, omissions or mistakes Contractor may be legally liable.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the sole negligence of County.

3.5 INSURANCE REQUIREMENTS

Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of B++6. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of County. The form of any insurance policies and forms must be acceptable to County.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of County, constitute a material breach of this Contract.

Contractor's insurance shall be primary insurance as respects County, and any insurance or self-insurance maintained by County shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect the County's right to coverage afforded under the insurance policies.

The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to County under such policies. Contractor shall be solely responsible for the deductible and/or self-insured retention and County, at its option, may require Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

County reserves the right to request and to receive, within 10 working days, certified copies of certificates of any or all of the herein required insurance policies and/or endorsements. County shall not be obligated, however, to review such certificates of policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of County's right to insist on strict fulfillment of Contractor's obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.

Contractor is required to procure and maintain the following coverages:

3.5.1 Commercial General Liability:

Commercial General Liability insurance and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products/Completed Operations Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage, and shall not contain any provision which would serve to limit third party action over claims. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

3.5.2 Automobile Liability:

Commercial/Business Automobile Liability insurance and, if necessary, Commercial Umbrella insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to any of the Contractor's owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work or services under this Contract.

3.5.3 Workers' Compensation:

Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services under this Contract; and Employer's Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.

Contractor waives all rights against County and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Contractor pursuant to this Contract.

3.5.4 Certificates of Insurance.

3.5.4.1 Prior to commencing work or services under this Contract, Contractor shall have insurance in effect as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall be made available to the County upon 48 hours notice. **BY SIGNING THE AGREEMENT PAGE THE CONTRACTOR AGREES TO THIS REQUIREMENT AND FAILURE**

TO MEET THIS REQUIREMENT WILL RESULT IN CANCELLATION OF CONTRACT.

In the event any insurance policy (ies) required by this Contract is (are) written on a "claims made" basis, coverage shall extend for two (2) years past completion and acceptance of Contractor's work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to County fifteen (15) days prior to the expiration date.

3.5.4.2 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.6 SCHEDULE OF EVENTS:

Request for Proposals Issued: June 22, 2006

Pre-Proposal Conference: July 7, 2006

Deadline for written questions is (72) hours after the Pre-Proposal meeting). Questions will not be responded to prior to the Pre-Proposal Conference. All questions must be submitted to Dave LaFond at lafondd@mail.maricopa.gov and must be received by 2:00 P.M. Arizona time. All questions and answers will be posted to www.maricopa.gov with the original solicitation.

Deadline for submission of proposals is 2:00 P.M., MST, on **JULY 28, 2006**. All proposals must be received before 2:00 P.M. on the above date at Maricopa County Materials Management Department, 320 West Lincoln Street, Phoenix, AZ 85003-2494.

Proposed review of Proposals and short list decision: August 1, 2006

Proposed Respondent presentations: (if required) August 9, 2006

Proposed selection and negotiation: August 16, 2006

Proposed Best & Final (if required) August 24, 2006

Proposed award of Contract: September 20, 2006

All responses to this Request for Proposal become the property of Maricopa County and (other than pricing) will be held confidential, to the extent permissible by law. The County will not be held accountable if material from proposal responses is obtained without the written consent of the Respondent by parties other than the County.

3.7 INQUIRIES AND NOTICES:

All inquiries concerning information herein shall be addressed to:

Maricopa County
Department of Materials Management
ATTN: Contract Administration
320 West Lincoln Street
Phoenix, Arizona 85003-2494

Administrative telephone inquiries shall be addressed to:

David M. LaFond, Procurement Officer, (602) 506-3248
(lafond@maricopa.gov)

Inquiries may be submitted by telephone but must be followed up in writing. No oral communication is binding on Maricopa County.

3.8 INSTRUCTIONS FOR PREPARING AND SUBMITTING PROPOSALS:

Respondents shall provide one (1) original hard copy (labeled) and four (4) hardcopy copies of their proposal, plus two (2) electronic copies of the proposal, including pricing, on CD.

Respondents shall address proposals identified with return address, serial number and title in the following manner:

**Maricopa County Department of Materials Management
320 West Lincoln Street
Phoenix, Arizona 85003-2494**

**SERIAL 06066 – RFP
EVALUATION OF MARICOPA COUNTY CRIME PREVENTION PROGRAMS**

Proposals must be signed by an owner, partner or corporate official who has been authorized to make such commitments. All prices shall be held firm for a period of one hundred fifty (150) days after the RFP closing date.

3.9 EXCEPTIONS TO THE SOLICITATION:

The Respondent shall identify and list all exceptions taken to all sections of 06066–RFP and list these exceptions referencing the section (paragraph) where the exception exists and identify the exceptions and the proposed wording for the Respondent’s exception under the heading, “Exception to the PROPOSAL Solicitation, SERIAL 06066–RFP.” **Exceptions that surface elsewhere but that do not also appear under the heading, “Exceptions to the PROPOSAL, Solicitation, SERIAL 06066–RFP,” shall be considered invalid and void and of no contractual significance.**

The County reserves the right to reject, determine the proposal non-responsive, enter into negotiation on any of the Respondent exceptions, or accept them outright.

3.10 GENERAL CONTENT:

The Proposal should be specific and complete in every detail. It should be practical and provide a straightforward, concise delineation of capabilities to satisfactorily perform the Contract being sought.

3.11 FORMAT AND CONTENT:

To aid in the evaluation, it is desired that all proposals follow the same general format. The proposals are to be submitted in binders and have sections tabbed as below: (Responses shall not exceed 200 pages, single sided, 10 point font type).

3.11.1 Table of Contents

3.11.2 Letter of Transmittal (Exhibit 2)

3.11.3 Executive Summary – This section shall contain an outline of the general approach utilized in the proposal.

- 3.11.4 Proposal – This section should contain a statement of all of the services proposed, including conclusions and generalized recommendations. Proposals should be all-inclusive, detailing respondent's best offer.
- 3.11.5 Qualifications – This section shall describe the respondent's ability and experience related to the services proposed. All project personnel, as applicable, shall be listed including a description of assignments and responsibilities, a resume of professional experience, an estimate of the time each would devote to this program, and other pertinent information.
- 3.11.6 Proposal exceptions
- 3.11.7 Attachment A (Pricing)
- 3.11.8 Attachment B (Agreement Page)
- 3.11.9 Attachment C (References)
- 3.12 EVALUATION OF PROPOSAL – SELECTION FACTORS:

A Proposal Evaluation Committee shall be appointed, chaired by the Procurement Officer to evaluate each Proposal. At the County's option, Respondents may be invited to make presentations to the Evaluation Committee. Best and Final Offers and/or Negotiations may be conducted, as needed, with the highest rated Respondent(s). Proposals will be evaluated on the following criteria which are listed descending order of importance.

 - 3.12.1 Respondent's proven skills and technical competence.
 - 3.12.2 Credentials of project staff.
 - 3.12.3 Price of services.
- 3.13 POST AWARD MEETING:

The successful Respondent shall be required to attend a post-award meeting with the Using Agency to discuss the terms and conditions of the Contract. This meeting will be coordinated by the Procurement Officer of the Contract.

NOTE: RESPONDENTS ARE REQUIRED TO USE ATTACHED FORMS TO SUBMIT THEIR PROPOSALS.

**ATTACHMENT A
PRICING**

SERIAL: 06066-RFP

BLANKET ORDER: B0700196

COMMODITY CODE: P089201 NIGP 95277

RESPONDENT NAME: _____

RESPONDENT VENDOR #: _____

RESPONDENT ADDRESS: _____

P.O. ADDRESS: _____

RESPONDENT PHONE #: _____

RESPONDENT FAX #: _____

RESPONDENT WEB SITE: _____

RESPONDENT CONTACT (REP): _____

E-MAIL ADDRESS (REP): _____

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ____ YES ____ NO

ACCEPT PROCUREMENT CARD: ____ YES ____ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: ____ YES ____ NO ____ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: ____ YES ____ NO ____ % DISCOUNT

OTHER GOVERNMENT AGENCIES MAY USE THIS CONTRACT: ____ YES ____ NO

PAYMENT TERMS: RESPONDENT IS REQUIRED TO PICK ONE OF THE FOLLOWING.

TERMS WILL BE CONSIDERED IN DETERMINING PROPOSAL PRICE.

FAILURE TO CHOOSE A TERM WILL RESULT IN A DEFAULT TO NET 30.

RESPONDENT MUST INITIAL THE SELECTION BELOW.

NET 10 _____

NET 15 _____

NET 20 _____

NET 30 _____

NET 45 _____

NET 60 _____

NET 90 _____

2% 10 DAYS NET 30 _____

1% 10 DAYS NET 30 _____

2% 30 DAYS NET 31 _____

1% 30 DAYS NET 31 _____

5% 30 DAYS NET 31 _____

INDICATE PERCENTAGE OF M/WBE PARTICIPATION, IF ANY, HERE: ____%

PLEASE INDICATE HOW YOU HEARD ABOUT THIS SOLICITATION:

____ NEWSPAPER ADVERTISEMENT

____ MARICOPA COUNTY WEB SITE

____ POSTAL MAIL PRE-SOLICITATION NOTICE

____ E-MAIL PRE-SOLICITATION NOTICE

____ OTHER (PLEASE SPECIFY)

ALL PRICING SHALL BE SUBMITTED ON THE SAME CD AS PROPOSAL AND FORMATTED IN EXCEL '2003. PROPOSAL WILL NOT BE ACCEPTED WITHOUT THE ACCOMPANYING CDs IN YOUR SUBMITTAL. ANY PROPOSAL NOT CONTAINING THE REQUIRED CDs MAY BE CONSIDERED NON-RESPONSIVE AND NOT CONSIDERED FOR EVALUATION OR CONTRACT AWARD.

**ATTACHMENT A
PRICING**

1.0 PRICING:

<u>ITEM DESCRIPTION</u>	<u>TOTAL AMOUNT</u>
1.1 Evaluate crime prevention programs, provide assistance to Grantees, provide recommendations concerning continuation of programs, submit reports in accordance with Scope of Work, Section 2.1.	<u> </u>
1.2 Payments will be made in accordance with the following shedule:	
Initial Progress Report	<u>15%</u> Upon Acceptance
Subsequent Progress Reports (s)	<u>5%</u> Upon Acceptance of Each Report
Draft Final Report	<u>25%</u> Upon Acceptance
Final Report	<u>30 35%</u> Upon Acceptance

ATTACHMENT B

AGREEMENT

Respondent hereby certifies that Respondent has read, understands and agrees that acceptance by Maricopa County of the Respondent's Offer will create a binding Contract. Respondent agrees to fully comply with all terms and conditions as set forth in the Maricopa County Procurement Code, and amendments thereto, together with the specifications and other documentary forms herewith made a part of this specific procurement

BY SIGNING THIS PAGE THE SUBMITTING RESPONDENT CERTIFIES THAT RESPONDENT HAS REVIEWED THE ADMINISTRATIVE INFORMATION AND DRAFT RFP CONTRACT'S TERMS AND CONDITIONS LOCATED AT <http://www.maricopa.gov/materials>. AND AGREE TO BE CONTRACTUALLY BOUND TO THEM.

MINORITY/ WOMEN-OWNED SMALL BUSINESSES (check appropriate item):

_____ Disadvantaged Business Enterprise (DBE)
 _____ Women-Owned Business Enterprise (WBE)
 _____ Minority Business Enterprise (MBE)
 _____ Small Business Enterprise (SBE)

 RESPONDENT SUBMITTING PROPOSAL

 FEDERAL TAX ID NUMBER

 PRINTED NAME AND TITLE

 AUTHORIZED SIGNATURE

 ADDRESS

 TELEPHONE

 FAX #

 CITY STATE ZIP

 DATE

WEB SITE: _____

EMAIL ADDRESS: _____

MARICOPA COUNTY, ARIZONA

BY: _____
 DIRECTOR, MATERIALS MANAGEMENT

 DATE

BY: _____
 CHAIRMAN, BOARD OF SUPERVISORS

 DATE

ATTESTED:

 CLERK OF THE BOARD

 DATE

APPROVED AS TO FORM:

 DEPUTY MARICOPA COUNTY ATTORNEY

 DATE

ATTACHMENT C
RESPONDENT REFERENCES

RESPONDENT SUBMITTING PROPOSAL: _____

1. COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE: _____ E-MAIL ADDRESS: _____

2. COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE: _____ E-MAIL ADDRESS: _____

3. COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE: _____ E-MAIL ADDRESS: _____

4. COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE: _____ E-MAIL ADDRESS: _____

5. COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

TELEPHONE: _____ E-MAIL ADDRESS: _____

EXHIBIT 1

VENDOR REGISTRATION PROCEDURES

On-line Vendor Registration at Maricopa County is available NOW!

On November 22, 2004, Maricopa County changed its vendor registration process. Paper forms will no longer be accepted. Vendor registrations will only be accepted through the active website. Register at <http://www.maricopa.gov/Materials/>

The new process will give you full control over your organizational information. Please be advised however that you are now directly responsible for the presence and accuracy of your company's information.

Vendors currently registered in our system who have changes to their information or have not registered online must establish a new account via the above web site link. Materials Management will no longer post changes to existing vendor records.

Procurement vendors: Be sure to select those commodity codes that best represent the commodities and or services provided by your organization. Non-procurement registrants may ignore the commodity portion.

Registration is **FREE**. You may use any computer with web access for registration, record updating and maintenance.

If you have any questions, email us at VendorReg@mail.maricopa.gov.

EXHIBIT 2

LETTER OF TRANSMITTAL

(To be typed on the letterhead of Offeror)

Maricopa County Department of Materials Management
320 West Lincoln,
Phoenix, Arizona 85003

Re: RFP Number 06066-RFP

To Whom It May Concern:

(NAME OF COMPANY) (Herein referred to as the "RESPONDENT"), hereby submits its response to your Request for Proposal, dated _____, and agrees to perform as proposed in their proposal, if awarded a contract. The Respondent shall thereupon be contractually obligated to carry out its responsibilities respecting the services proposed.

Kindly advise this in writing on or before _____ if you should desire to accept this proposal.

Very truly yours,

NAME (please print)

SIGNATURE

TITLE (please print)

ADDENDUM 1

SERIAL 06066-RFP

PREPROPOSAL CONFERENCE QUESTIONS

Evaluation of Maricopa County Crime Prevention Programs

QUESTION:

We are required to include indirect costs which are @ 49.5 percent unless there is a provision or policy for an agency or project that limits the indirect costs. Governmental agencies in the past have had policies such as this listing a limit for an 8 percent indirect cost.

ANSWER:

There is no limit on indirect costs established for this RFP. However, the indirect costs will impact the Respondent's total proposed price, which will be one of the evaluation factors for award.

QUESTION:

Is there a geographical area or areas defined for the evaluation?

ANSWER:

Preference in awarding funding through the Maricopa County Crime Prevention Grants was given to programs that targeted zip codes with the highest referral rates to the Maricopa County Juvenile Probation Department. All awarded programs do indeed target these zip codes. The City of Mesa's At Risk Kids Program targets 85201 and 85204; the City of Phoenix's Project BRAVE Program targets 85031 and 85017; the City of Phoenix's Young First Offender Program targets 85008, 85009, 85015, 85017, 85031, 85032, 85033, 85035, 85040, and 85041.

QUESTION:

What is the time period being reviewed for this project? And for the individual programs being evaluated under this RFP?

ANSWER:

The contractor will be asked to gather data for FY07 (from when the program is funded in Summer 2006 thru June 30, 2007) since this is the period during which the County will be funding the programs. The County intends to fund these programs for three (3) years, pending funding availability and program results. The contractor may also be retained for this time period. The County is primarily interested in results seen over these three (3) years, although the contractor may find it helpful to gather data from previous years to establish a baseline.

QUESTION:

Do you have a copy of a progress report that is required for each of the programs to be evaluated?

ANSWER:

No, a progress report has not been established.

QUESTION:

Do you have background information for the Maricopa Managing for Results program?

ANSWER:

Please see <http://www.maricopa.gov/mfr> for information on Maricopa County's Managing for Results Program.

QUESTION:

Do you have background information for the Maricopa Strategic Plan?

ANSWER:

You may click on "Complete Strategic Plan" for a listing of the seven Strategic Priorities adopted by the Maricopa County Board of Supervisors and the goals associated with each of those priorities at: <http://www.maricopa.gov/mfr>